

## CITY OF HORSESHOE BAY

### PLANNING AND ZONING COMMISSION MINUTES OF REGULAR MEETING

January 5, 2016

The Planning and Zoning Commission of the City of Horseshoe Bay held a Regular Meeting at City Hall, in the City Council Chambers located at #1 Community Drive, Horseshoe Bay, Llano County, Texas, on January 5, 2016, in accordance with duly posted notice of said meeting.

The posted agenda for this meeting is made a part of these minutes by attachment and the minutes are herewith recorded in the order the agenda items were considered, with the agenda subject and item number shown preceding the applicable paragraph.

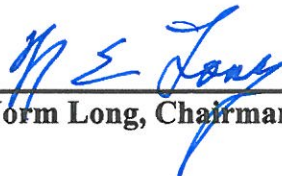
1. Swearing in of new Planning and Zoning Commission Members. Development Services Technician and Notary Jessica Noaker swore in five Commission members, including previous Commission members Norm Long and Neil Andrew, and new Commission members Lynette Morrison, Pat Bouchard and Wayne Anderson.
2. Call to Order and Establish a Quorum: Former Chairman Norm Long called the meeting to order at 3:00 p.m. with a quorum of Commission members present as follows:
  - Former Chairman: Norm Long
  - Commission Member: Neil Andrew
  - Commission Member: Lynette Morrison
  - Commission Member: Pat Bouchard
  - Commission Member: Wayne Anderson
3. Public Comments: Mayor Steve Jordan, City Manager Stan Farmer and Councilmember Craig Haydon were in attendance but did not make any comments.
4. Approval of the December 1, 2015 Regular Meeting: Neil Andrew made a motion to approve the Minutes as presented, seconded by Norm Long. The motion passed unanimously (2 – 0).
5. Discussion Regarding Open Meetings Requirements. Development Services Director Eric Winter summarized this item by saying that Commission members should not send e-mails to other Commission members, as that is in violation of the Open Meetings Act.
6. Discussion Regarding Planning and Zoning Commission Information Provided by Staff. Development Services Director Eric Winter asked if Commission members had any questions regarding the information provided to them before the Holidays, to which there were none. He briefly reviewed some of the information that was provided regarding the history of the Commission, how the Zoning Ordinance relates to the Various subdivisions' Covenants, Conditions and Restrictions (CC&Rs), the five specific items that the Commission is responsible for making recommendations to City Council regarding, and some of the other applications that the Development Services Department is responsible for.

He also provided Commission members with copies of the Summary of Information on Planned Developments from the Zoning Ordinance.

7. Discussion Regarding Invitation by Mayor and City Council to Attend the January 12, 2016 Council Workshop at 9:00 AM. Development Services Director Eric Winter conveyed this request from Mayor Steve Jordan and stated that a public hearing was scheduled regarding the proposed annexation of five areas in the City's ETJ and additional information regarding annexation would be beneficial for Commission members to hear.
8. Approved 2016 Meeting Calendar. Development Services Director Eric Winter stated that the calendar included in the packet included the cancellation by Chairman Norm Long of the March 1, 2016 Regular Meeting and his rescheduling of that meeting to Tuesday, February 23, 2016.
9. Schedule Special Planning and Zoning Commission Meeting for January 12, 2016. Development Services Director Eric Winter asked the Commission members if they could schedule a Special Meeting for this date in order to hear a request for a recommendation to City Council regarding a preliminary plat for a 63 lot townhouse subdivision zoned R-4 Multi-family Residential on Golden Nugget west of Broken Hills for January 13, 2016, instead of January 12, 2015 at the request of Chairman Norm Long, in order for the preliminary plat application to be considered by City Council at their meeting on January 19, 2016. There was some discussion about why this application needed a special Commission meeting to which Eric Winter stated that this was at the request of the developer and City staff were trying to help them meet the City Council date. The Commission agreed to hold a Special Meeting on January 13, 2016 at 3:00 PM.
10. Adjournment. The meeting was adjourned at 3:35 PM.

APPROVED this 2<sup>nd</sup> day of February, 2016.

CITY OF HORSESHOE BAY, TEXAS

  
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Norm Long, Chairman

ATTEST:

  
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Eric W. Winter, Development Services Manager